



Date: July 14, 2011

To: Thomas J. Bonfield, City Manager

Through: Wanda S. Page, Deputy City Manager

**From: David Boyd, Finance Director
Joseph W. Clark, Financial Operations Manager
Vicki Westbrook, Assistant Director of Water Management**

Subject: Bids – Term Contract for Sodium Hypochlorite

Executive Summary

The contract under consideration will furnish/provide the Water Management Department with its annual requirements for Sodium Hypochlorite. This chemical is used in the disinfection process at the water treatment plant. Sodium Hypochlorite (Chlorine) is used to kill pathogenic bacteria and viruses that could be harmful if present in the drinking water.

Univar USA Inc. of Morrisville, Pennsylvania was the lowest responsive bidder. The total cost of the contract is \$393,120.00. Funding for this contract is available from the operating budgets of the Water Management Department (5100P121.720300/ Brown Water Treatment Plant and 5100P122.720300/Williams Water Treatment Plant). There are cost-effective alternatives to making this purchase. Alternatives would include design and construction of new facilities. All bids received were competitive and within budget.

The Equal Opportunity/Equity Assurance Department reviewed the bid submitted by Univar USA Inc. of Morrisville, Pennsylvania and have determined that they are in compliance with the Ordinance to Promote Equal Opportunities in City Contracting. There were no SDBEs to provide this product.

Recommendation

That the bid for the purchase of Sodium Hypochlorite in the amount of \$393,120.00 from Univar USA Inc. be approved and the City Manager be authorized to execute all relevant contracts; and,

That the City Manager be authorized to modify the contract before execution provided that modifications do not increase the dollar amount of the contract and are consistent with the general intent of the existing version of the contract.

Background

The contract under consideration will furnish/provide the Water Management Department with its annual requirements for Sodium Hypochlorite. This chemical is used in the disinfection process at the water treatment plant. Sodium Hypochlorite (Chlorine) is used to kill pathogenic bacteria and viruses that could be harmful if present in the drinking water. Bids were sent to over fifty (50) bidders and only one response was received.

Issues/Analysis

The following bid was received for furnishing Sodium Hypochlorite: (468,000 gallons)

COMPANY	BID
Univar USA Inc. Morrisville, PA	*\$393,120.00 \$.8400/per gallon

*Recommended Bid

Alternatives

There are cost effective alternatives to making this purchase. Alternatives would include design and construction of new facilities.

Financial Impact

The total cost of the contract is \$393,120.00. Funding for this contract is available from the operating budgets of the Water Management Department (5100P121.720300/ Brown Water Treatment Plant and 5100P122.720300/Williams Water Treatment Plant).

SDBE Summary

The Equal Opportunity/Equity Assurance Department reviewed the bid submitted by Univar USA, Inc. of Morrisville, Pennsylvania and have determined that they are in compliance with the Ordinance to Promote Equal Opportunities in City Contracting.

SDBE REQUIREMENTS

There were no SDBEs to provide this product.

WORKFORCE STATISTICS

The workforce statistics for Univar USA, Inc. are as follows:

Total Workforce	42	100%
Total Females	11	26%
Total Males	31	74%
Black Males	14	33%
White Males	16	39%
Other Males	1	2%
Black Females	1	2%
White Females	10	24%
Other Females	0	0%